

REPORT TO THE CITY COUNCIL  
EXECUTIVE SUMMARY SHEET

DATE REPORT ISSUED: January 6, 2011  
ATTENTION: Budget & Finance Committee  
ORIGINATING DEPT.: Engineering and Capital Projects  
SUBJECT: General Requirements Contract (GRC) R11 Roofing  
COUNCIL DISTRICT: Citywide  
STAFF CONTACT: Tony Heinrichs (858) 541-4325 or James Nagelvoort 619-533-3616

REQUESTED ACTION:

For the General Requirements Contract R11 Roofing, (1) approve the Contract Documents and Technical Specifications, and (2) authorize the Mayor or his designee to execute this GRC Contract with the lowest responsible and reliable bidder; and the Chief Financial Officer to expend funds in an amount not to exceed \$4,500,000 from various funding sources for two years with a minimum contract guarantee of \$50,000 for the purpose of funding the GRC Contract contingent upon the City Comptroller furnishing one or more certificates certifying that the funds necessary for expenditure are, or will be, on deposit with the City Treasurer.

STAFF RECOMMENDATION:

Forward to City Council for consideration and approval.

EXECUTIVE SUMMARY:

A GRC is a unit cost construction contract to provide as-needed construction services for specific work trades. The City has entered into GRC Contracts for the past ten years. The GRC program provides a contracting option that allows the work to be executed quickly and efficiently without having to individually procure services for each specific project. The GRC's provide a defined amount of contracting capacity while only requiring an initial encumbrance of \$50,000, the contract minimum guarantee. The encumbrance of funds against these GRC's occurs as contract services are identified for a specific project. These GRC's have been, and continue to be, a key component in the Engineering and Capital Project Department's ability to efficiently procure contract services in support of the city's Capital Improvement Program. A GRC allows for an efficient method of performing construction projects that do not require a detailed engineering design and cannot be accomplished by City Forces.

The City issues GRC Contracts for various trades such as Mechanical, Electrical, and Underground Utility. The work is assigned to one of the contracts based on the type and scope of work.

This action is for approval to advertise and award GRC R11 Roofing, in an amount not to exceed \$4,500,000 for two (2) years whichever occurs first. This contract will be specifically for projects estimated at an amount greater than \$150,000 and up to \$500,000. Work that is typically completed under this contract includes installation or upgrade to building or operating facility roofing systems.

The contract requires the City to issue a guaranteed minimum of \$50,000 in projects to the contractor.

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All tasks are executed in accordance with the California "Subletting and Subcontracting Fair Practices Act" (Public Contract Code Section 4100 ET SEQ). Under this contracting system, a contractor that conducts or participates in bid shopping or bid peddling shall not receive any additional tasks under this contract and such conduct shall be grounds for default by the City.

### EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE):

This Agreement is subject to the City's Equal Opportunity Contracting Ordinance (San Diego Ordinance No. 18173, Section 22.2701 through 22.2702) and Non-Discrimination in Contracting Ordinance (San Diego Municipal Code Section 22.3501 through 22.3517).

Funding Agency: City of San Diego - Prevailing wages apply to this contract where tasks are federally or state funded.

Goals: During the term of the GRC, the contractor is expected to meet a 10% Mandatory Subcontractor Participation Goal to include vendors and suppliers. The contractor is also required to meet a 5% mandatory SLBE or ELBE participation goal to include vendors and suppliers. The contractor's performance in meeting this goal will be reviewed by EOC on a semi-annual basis.

Other: Prior to award, a workforce report and, if necessary, an Equal Opportunity Plan shall be submitted. Staff will monitor the Plan and adherence to the Nondiscrimination Ordinance. EOC or E&CP staff will evaluate the contractor's compliance with SLBE/ELBE program. Failure to comply with the SLBE/ELBE mandatory participation goals may lead to tasks not being issued to the contractor. This contract will be advertised for bids in the San Diego Daily Transcript, San Diego Voice & Viewpoint, La Prensa, Asian Journal, the City of San Diego's website, and the E-Bid Board. In addition, once implemented, the Bidder Registration Program will notify registered participants of bid opportunities. Prior to implementation of the Bidder Registration Program, the City will notify trade associations and eligible firms via fax and/or e-mail.

### FISCAL CONSIDERATIONS:

The City will pay the contractor for performance of all construction services rendered in accordance with the Agreement in an amount not to exceed \$4,500,000. The city agrees to issue a guaranteed minimum of \$50,000 in projects to the contractor. Funding for the \$50,000 minimum guarantee will be reserved by 1544 and purchase requisition upon issuance of the Notice of intent to Award. The funding for projects executed under this contract will be available in various budgets including but not limited to General, enterprise, capital improvement, bond, grant, and various other funds. Purchase orders will be issued as the need for projects arises.

### PREVIOUS COUNCIL and/or COMMITTEE ACTION:

Three GRC Contracts were discussed at the January 6, 2010 LU&H Committee Meeting. The LU&H Committee Members approved the three GRC contracts proceeding to City Council contingent upon staff implementing small, local business GRC contracts. In addition, two GRC Contracts were approved by consent at the July 21, 2010 NR&C Meeting. Five of the Seven GRC Contracts were approved on consent at the November 30, 2010 and December 7, 2010 council meetings.

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EXECUTIVE SUMMARY SHEET

This contract is slated for the February 9, 2011 B&F Committee Meeting and the City Council on March 1, 2011.

It is staff intention to advertise, concurrently with this GRC Contract, an additional GRC for the same trade with a contract value of \$500,000 which will be available only to City certified SLBE/ELBE contractors. Also, a GRC informational workshop prepared especially for City certified SLBE/ELBE contractors has taken place on September 28, 2010 with another workshop scheduled in January 2011. There will be several workshops held to maximize SLBE/ELBE participation in city work.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

As the need arises for projects, appropriate community outreach will be conducted.

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James Nagelvoort  
DD, PITS/ Engineering and Capital Projects

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Tony Heinrichs  
Director, Engineering and Capital Projects